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ROU Brief - 8/30/95

For: AVP/RM/RBM/ROM/CAM/RMM

FSC-144-A

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➡ *ROU Conversion to XcelleNet Remoteware Mail*

As a part of Sales Force Automation, Field Sales is converting to XcelleNet Remoteware Mail. Because of technical limitations, Microsoft Mail on a remote laptop does not operate in a manner that is acceptable. XcelleNet Remoteware is communications control software which has been chosen to manage the communications between Field Sales laptops and Winston-Salem. XcelleNet includes a Windows based electronic mail system which overcomes the limitations with MSMail and remote laptops. For this reason, and others such as the opportunity to standardize on a single e-mail system, all of Field Sales is being converted to XcelleNet Mail. As a part of the decision making process XcelleNet Mail has been pilot tested in the Atlanta ROU. Based on the successful completion of the Atlanta pilot a project plan is being executed to convert all of the ROUs on a timetable that matches the implementation and distribution of laptops to Field Sales management.

The Atlanta ROU is completing their transition to XcelleNet Mail on the evening of August 31. At that time, all of their MSMail accounts will be deleted. Any MSMail user can communicate with Atlanta in the same manner you have previously after updating any personal address books with the new global address list which reflects their XcelleNet Mail status.

The project schedule for the conversion of the other ROUs is as follows:

ROU	Conversion Week
Winston-Salem	September 11
Pittsburgh	September 18
All Remaining locations	October 16 and 23

The ROM will be contacted to coordinate the transition process for each location.

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➡ *WINSTON SELECT Distributor Program*

As a reminder, item number for the SELECT September Distributor 40¢ VPR is #493244 (VPR applies to all distributor brand styles). You should not use the June 40¢ VPR Item # (489635) for ordering September VPRs. For details, refer to FSC-134-A, dated 8/8/95.

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